

Introduction to Researching Provider

CMS Net Web has information available for you to research service providers. These service providers can be grouped into two categories: Special Care Centers and other medical/hospital/dental providers.

This chapter will describe how to look-up information for medical/hospital/dental providers.

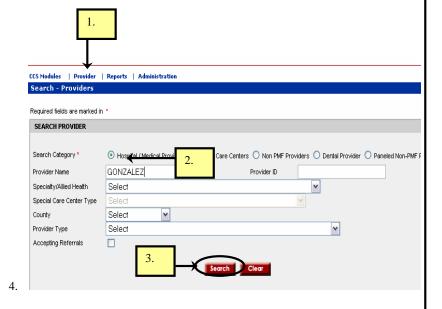
Objectives

At the completion of this section, you will be able to:

- View provider details for the providers who have a Medi-Cal number or a Denti-Cal number
- Research what an individual provider is paneled in for medical providers with a Medi-Cal number
- Find what SCCs are approved and identify each SCC member
- Find the level of service for an inpatient hospital

6.1 How to Find a Provider (in General) in CMS Net Web

- Access Provider Management by clicking the "Provider" link on the CMS Net Menu Bar.
- 2. Enter search criteria:
 - Select the Search Category by clicking the appropriate radio button: Hospital/Medical Provider, Special Care Centers, or Dental Provider.
 - Enter at least one of the following:
 - Enter the Provider Name. This can be a Hospital, Medical Provider, SCC, or a Dental Provider name.
 - o Enter the Provider ID.
 - For a hospital or a medical provider, the Prov ID is 9 characters For dental providers, the Prov ID is 6 characters
 - For SCCs, the Prov ID has the following format: 7.01.1 where there are two digits in the middle and at least one digit in the third location.
 - Select Specialty (applies to Hospital/Medical Provider or Dental Provider only)
 - Select Special Care Center Type (applies to Special Care Centers only)
 - o Select County (applies to all four search categories)
 - o Select Provider Type (applies only to Hospital/Medical Provider)
 - Check Accepting Referrals Indicator (applies to Hospital/Medical Provider only)
- 3. Click the "Search" button.



Notes

Sometimes the provider's name is stored with a space <LAST, FIRST>.

Other times the provider's name is stored without a space <LAST,FIRST>.

Try both ways when searching for a provider.

Research a Provider 6-1 Revised: 05/16/2006

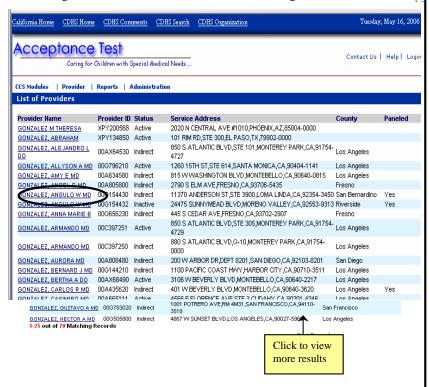
Click on the link (blue underlined name) of your selection.

5. If additional matches are supplied, view them on the next page by:

Clicking the "Next Records" link OR clicking the "Prev Records" link.

Notes

Comment [EA1]: Replace with
Paneled = NO?





Service Addresses for SAR Cover Letters

LOMA LINDA, CA 92354-3450

SARs with medical providers, hospitals, and dental providers will be sent to the service address of the provider. The address will automatically be inserted in the authorize cover letter.

Notes

6.3 How to Find the Level of Service for an Inpatient Hospital

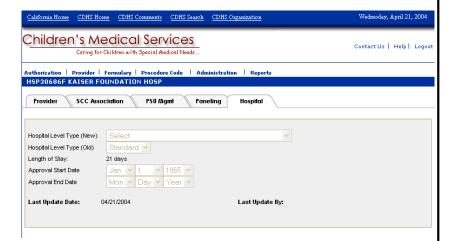
- 1. Search for an inpatient hospital by following the steps in Section 4.1 How to Find a Provider (in General) in CMS Net Web.
- Click the selection (the provider's name displayed in blue) in the List of Search Results.
- 3. The Provider Details for the hospital will appear.
- 4. Click the "Hospital" tab.



Notes

Research a Provider 6-4 Revised: 05/16/2006

5. View the level of service for the inpatient hospital.



Notes